

03- R -1656

A RESOLUTION BY

COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE TO PROCEED WITH JORDAN, JONES & GOULDING, INC./ENGINEERING DESIGN TECHNOLOGIES, INC., A JOINT VENTURE FOR FC-6710-96D ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR DESIGN OF HOSEA WILLIAMS DRIVE STREETScape ON BEHALF OF THE DEPARTMENT OF PLANNING, DEVELOPMENT AND NEIGHBORHOOD CONSERVATION IN AN AMOUNT NOT TO EXCEED TWENTY-NINE THOUSAND SEVEN HUNDRED DOLLARS (\$29,700.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM THE FOLLOWING FUND ACCOUNT AND CENTER NUMBER: 1B01 574001 M22Q0277A59B.

WHEREAS, the City of Atlanta, (the "City") did enter into FC-6710-96D Annual Contract for Architectural and Engineering Services; and

WHEREAS, the Department of Planning, Development and Neighborhood Conservation requires architectural and engineering services for design of Hosea Williams Drive Streetscape in an amount not to exceed Twenty-Nine Thousand Seven Hundred Dollars (\$29,700.00); and

WHEREAS, the Commissioner of the Department of Planning, Development and Neighborhood Conservation and the Chief Procurement Officer of the Department of Procurement have recommended that Jordan, Jones and Goulding Inc./Engineering Design Technologies, Inc., a Joint Venture provide Architectural and Engineering Services.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to approve a notice to proceed with Jordan, Jones and Goulding Inc./Engineering Design Technologies, Inc., a Joint Venture for FC-6710-96D Annual Contract for Architectural and Engineering Services in an amount not to exceed Twenty-Nine Thousand Seven Hundred Dollars (\$29,700.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate contractual agreement for execution by the Mayor to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that this notice to proceed should not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

BE IT FINALLY RESOLVED, that all services for said notice to proceed shall be charged to and paid from fund account and center number: 1B01 574001 M22Q0277A59B.

CEZ (9/26/03)

**JORDAN
JONES &
GOULDING**

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Building 200
Norcross, Georgia 30071
T 770.455.8555
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September 10, 2003

Ms. Daisy Wong
City of Atlanta Planning
City Hall South
68 Mitchell Street, SW, Suite 3350
Atlanta, Georgia 30335

Re: Hosea Williams Drive Streetscape

Dear Ms. Wong:

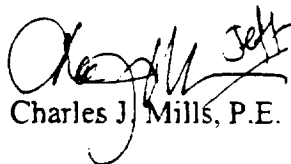
The purpose of this letter is to forward a request for fee adjustment to the subject project, based on additional efforts directed by the City. Attached documents include:

- A scope change authorization form that summarizes the request
- A detailed explanation of the additional scope of work elements (Exhibit A)
- A explanation of compensation requirements (Exhibit B)

Your assistance in coordinating this adjustment is deeply appreciated. Please contact me if you need additional information.

Sincerely,

JORDAN, JONES & GOULDING, INC.


Charles J. Mills, P.E.

SCOPE CHANGE AUTHORIZATION

Project:	<u>Hosea Williams/Boulevard Streetscape</u>	Date Prepared:	<u>9/10/03</u>
JJG Project No.:	<u>02061.726</u>	Date Revised:	
Client:	<u>City of Atlanta</u>	Client Project No.:	
Project Manager:	<u>Jason Weckerly</u>	Change No.:	<u>1</u>

1. The following changes in the scope of the work are hereby authorized:

Additional design and construction document services, as delineated on the attached Exhibit A

2. Bidding and construction phase services, as delineated on the attached Exhibit A

3. The effect of these changes in scope is as follows:

a. Fee	(1) Change	For additional design and construction services = \$2,600 For bidding and construction phase services = \$27,100, Total increase = \$29,700, to be compensated as delineated in attached Exhibit B
	(2) New Total	$\$97,500 + \$29,700 = \$127,200$
b. Schedule		
c. Construction	(1) Cost	
	(2) Schedule	
d. Other		

4. The reason for these changes in the scope of the work are as follows:

Per direction and request of City

This work will not be initiated until this form has been signed and returned by the Client. The terms and conditions of the original contract apply to this change.

Approved by Client: _____ Date: _____

Exhibit A

Amended Scope of Services **Hosea Williams Boulevard Streetscape** *September 10, 2003*

Additional Design/Construction Document Services:

- Modify plans to accommodate an estimated base bid of \$750,000, with additive alternates
- Modify unit bid item quantities, including additive alternates
- Update cost estimate, including additive alternates
- Conduct traffic count analysis

Bidding/Construction Phases Services:

The CONSULTANT will

- Participate in a pre-bid conference with prospective contractors and the City.
- Evaluate bids and make recommendations for award.
- Participate in a pre-construction conference with the selected contractor and the City.
- Conduct monthly construction progress meetings with the contractor and the City.
- Review monthly requests for partial payments from the contractor and make recommendations to the City for payment.
- Conduct up to fifteen (15) site visits to evaluate the progress of construction work and ascertain conformance with plans and specifications; make written record of such visits.
- Respond to and make written record of requests for information from the contractor.
- Review submittals and shop drawings and make recommendations for acceptance or rejection.
- Prepare up to two (2) changes orders, at the direction of the City
- Conduct pre-final (punch-out) and final inspections of the work.

Assumptions, Exclusions, and Understandings: The following are integral to the bidding/construction phase services scope of work above:

- Except as noted above, the City will administer the bidding process.
- The City will accomplish any special funding administration required for TEA projects or required for other funding sources.
- The duration of construction is expected to be six (6) months.

Exhibit B

Compensation **Hosea Williams Boulevard Streetscape** *September 10, 2003*

For the services described in Exhibit A, the CLIENT agrees to pay and the CONSULTANT agrees to accept an additional lump sum amount of **\$29,700.00**, which constitutes compensation for all of the CONSULTANT'S salary costs, general and administrative overhead, direct project expenses, and profit. The CLIENT agrees to pay the CONSULTANT monthly based on the estimated percentage of total work completed through the billing period as certified by the CONSULTANT.